Alaska College & Career Ready Assessment
CCRA

Overview of requirements and registration process

Alaska School Counselors' Conference
November 13, 2014

Today's Content

Alaska's College & Career Ready Assessment Graduation Requirement

- Overview of HB 278 & CCRA regulations
- Test Windows
- Timeline to Test Date
- Q & A.

SAT®

The ACT®

ACT® WorkKeys®

ALASKA DEPARTMENT OF EDUCATION & EARLY DEVELOPMENT

Alaska's Education Opportunity Act

Repeals the Alaska High School Graduation Qualifying Exam and replaces it with the student's choice of a career-readiness assessment or college-readiness assessment.

Alaska's Education Opportunity Act	CCRA Regulations
http://gov.alaska.gov/parnell/priorities/education/alaskas-education-opportunity-act.html	http://www.eed.state.ak.us/regs/filed/4AAC_06.717WorkReady.pdf

KEY COMPONENTS
of New Statute & Regulations

Student choice

A district must offer WorkKeys; a district may choose to offer ACT or SAT or both ACT & SAT.

KEY COMPONENTS of Regulation

Required in grade 11; available in grade 12 to students who did not have the opportunity to take it.

Seniors who met WorkKeys requirements last year do not need CCRA this year.

EED will pay for one administration of one assessment.

Additional Component

Districts can choose to administer WorkKeys to all grade 11 students OR give grade 12 students a second WorkKeys administration. School districts will be invoiced for additional tests by EED. **Please note: this option is NOT available for ACT or SAT.**

KEY COMPONENTS of Regulation

- "Take" defined as "receiving a valid score."

WorkKeys	ACT	SAT
3 required assessments: Locating Information, Reading for Information and Applied Math.	One assessment with 5 subtests: English, mathematics, reading, science, writing	One assessment with 3 subtests: critical reading, writing, mathematics
One item must be answered for assessment to be scored and receive a valid score.	At least one item must be answered for the test to be scored and the student to receive a valid score.	A least 11 items must be answered for the test to be scored and the student to receive a valid score.
Minimum score is 3; a score of 1 or 2 is recorded as 0.	Minimum score is 1.	Minimum score is 200.

What your District has completed

1. Determined which college-readiness assessment(s) will be offered.
2. Informed students, families, secondary teachers about CCRA requirement.
3. Registered students for the CCRA of their choice by providing ‘N’ counts to EED.
4. Completed ‘Establishment’ process for ACT/WorkKeys, SAT is pending.

TEST WINDOWS

Testing on a school day and/or testing on a Saturday

Days in Session

TEST WINDOW

Schools must offer the mandatory assessments on “days in session,” as defined by regulation.

WorkKeys: “Paper/Pencil”
ACT: “In-School”
SAT: “School Day”

Test administration dates are determined by the vendors.

National Test Day Requiremen

TEST WINDOW

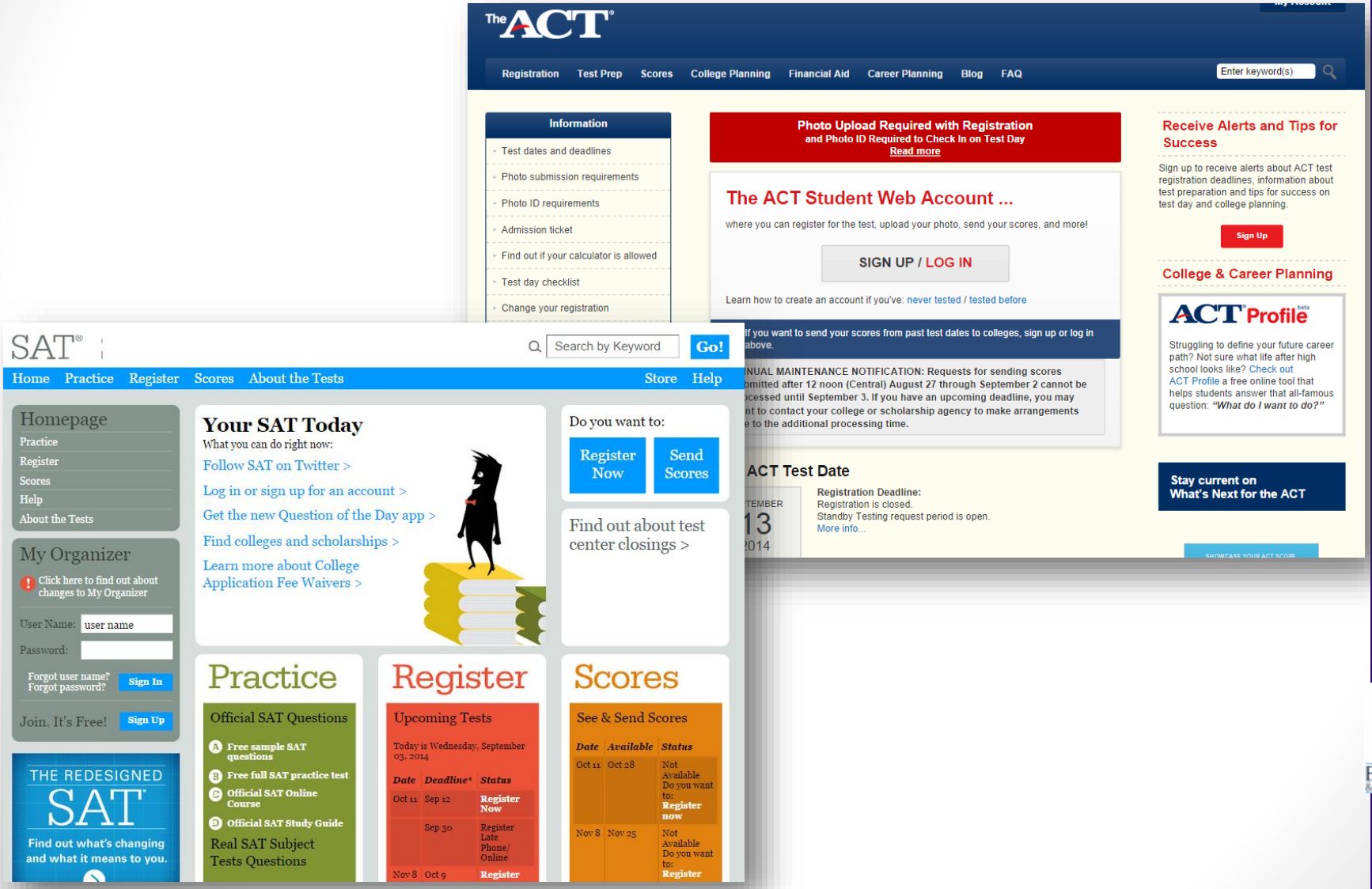
Available to any student.

- Schools/students register for National Test Day (Saturday testing) in the fall.
- Students ***must*** go to a National Test Center location on National Test Day.
- **National Testing dates for EED payment are limited; determined by vendor.**

TIMELINE

August 2014	September	October
Students choose assessment; Schools register students		
November	**December**	**January 2015**
November 10 – February 13 Online WorkKeys Window		
		Jan. 24 SAT National Test Saturday
February	**March**	**April**
Feb. 7 ACT National Test Saturday	**March 3** ACT In-School	**Apr. 1** WorkKeys make-up
	March 4 WorkKeys P/P	**Apr. 29** SAT make-up
Feb.13 Online WorkKeys Window closes	**Mar. 31** ACT make-up	
Feb. 25 SAT School Day		

Registration Process Overview



Registration ACT WK paper/pencil

September 30 - October 17	DTCs complete pre-ID file for students participating in ACT WorkKeys Paper/Pencil testing.
October	ACT emails site test coordinators an Establishment online profile form to be completed. ACT holds a Webinar: Overview of "Establishment Process" (registration) & accommodations.
November 3	School districts submitted pre-ID file to EED. In Jan. ACT confirms these numbers with schools.
February 2 (week of)	Non-Secure materials arrive in schools.
February 16 (week of)	Secure materials arrive in (standard and accommodated).
March 4	ACT WorkKeys Paper/Pencil administration.
March 4-18	Accommodations testing window.
April 1	Makeup test date ACT WorkKeys paper/pencil.

Registration WorkKeys Internet Version

September-November	Schools upload students into Validus; Batch Loading should be completed at least 3 days prior to test window opening.
Early October	Webinar: Intro to WorkKeys Internet Testing. Webinar: WorkKeys Internet Groups & Batch Loading.
November 6	Webinar: Test Administration Training Q&A Webinar for district & school staff.
November 10-February 13	Online WorkKeys Window.

Registration ACT In-School

September-November	Districts/schools submit accommodations paperwork to ACT (allow at least 7 weeks).
September 30-November 3	DTCs complete pre-ID file for students participating in ACT In-School testing and submit to EED.
October and November	ACT emails site test coordinators an Establishment online profile form to be completed. ACT Webinars & Trainings: Establishment Process" (registration), accommodations and Test Administration webcast – online to review
January	Schools receive ACT Approved Accommodations roster to review.
February 2 (week of)	Schools receive non-secure materials (ACT pre-testing materials): • Supervisors' manuals, answer documents & pre-code label • Student booklets, "How to take the ACT" • Student pre-test – includes the interests survey and designating schools to receive scores; these must be completed prior to March 2 and take students approximately 1 hour to complete.
February 16 (week of)	Secure materials arrive in (standard and accommodated).
March 3	ACT In-School test day.
March 3-17	Accommodations testing window.
March 31	ACT In-School make-up test day

Registration ACT National (Saturday)

September	Schools submit accommodations paperwork to ACT (allow 7 weeks).
November 3	Districts provide EED with the number of students per school taking the ACT National Test (N-Count).
December (early)	EED sends ACT Vouchers to districts; districts distribute to schools.
December - January 9	Students register with ACT voucher online or by mail. Registrations includes: -photo ID is required to be copied or uploaded -students complete the ACT pre-test online (1 hour) **Registration with a voucher will count as a student's one paid admission whether or not the student takes the test.**
January	Students receive admission ticket from ACT at their home address.
February 7	ACT National Test Day- students present admission ticket and photo ID

Registration SAT School Day

Sept. 15	EED provided DTCs a Test Center Intake Designating personnel; School test center information; Number of students (N-count) taking the SAT School Day.
Sept.-Oct.	Schools submit accommodations paperwork to SAT
Mid-Nov.	Schools receive SAT online course welcome kits (practice tests)
Nov.-Dec.1	Site test coordinators receive Test Center Intake Form from SAT to review and sign, confirming that information provided earlier is correct.
Dec. 1	Schools receive registration materials, including: SAT School Day vouchers; Information on how students register online with SAT School Day vouchers; SAT test day information.
Dec. 10-Feb. 11	Students register online. Approx. 1 hour to complete: create online account, SAT Student Data Questionnaire, Photo ID upload, print admission ticket
Feb. 4	Site test coordinators provide enrollment changes to SAT
Feb. 16 week of	Secure materials arrive
Feb. 25	SAT School Day test administration
April 29	SAT School Day make-up test day

Registration SAT National Test Day (Saturday)

Sept.-Oct.	Districts/schools submit accommodations paperwork to SAT

October-Nov. 3	Schools receive Bulk Transmittal forms & SAT National Test Day paper registration forms from EED.
	• All students taking the SAT National Test Day must complete these paper forms.
	• Schools submit all forms in one package to EED by November 3.
	• Required:
	  • A photo ID is to be copied and attached to the form.
	  • Each student completes a Student Data Questionnaire (1 hour).
	Registration via "Bulk Form" will count as a student's one paid admission whether or not the student takes the test.

Late November	Students receive admission ticket from SAT at their home address.
January 24	SAT National Test Day - students present admission ticket and a photo ID.

Accommodations: ACT, SAT

- Only available to students with "professionally diagnosed and documented disabilities."
- Students must apply to ACT or SAT at least 7 weeks in advance for approval.
- Accommodations are not available for English Learners.

Work with vendor on accommodations questions.

Accommodations: WorkKeys

- Guidance: “WorkKeys Supplement” to EED Participation Guidelines.
- Most accommodations require a paper/pencil test.
- No application needed; accommodations documented during testing.
- Limited accommodations are available for English Learners.

Shipping Test Materials

- ACT & SAT will ship test materials directly to schools. They are using street addresses.
- Schools will return materials to vendor.
- Shipping costs are included in the state contract; no additional costs to districts.

Waivers

- Will be presented to the State Board of Education for approval December 5.

Proposed Waiver include:

- Late Arrival:
  - arrived on site after last possible opportunity

Rare & Unusual:

- Illness
- Death of parent
- Late onset of disability

CCRA Responsibilities

District Test Coordinators

- Supports and facilitates student registration for assessment.
- Supports training of School Test Coordinators and Supervisors.
- Supports and provides oversight for all schools.

School Test Coordinators/Supervisors

- Supports students & families in test selection.
- Trains school staff in test administration.
- Responsible for logistics of test administration.

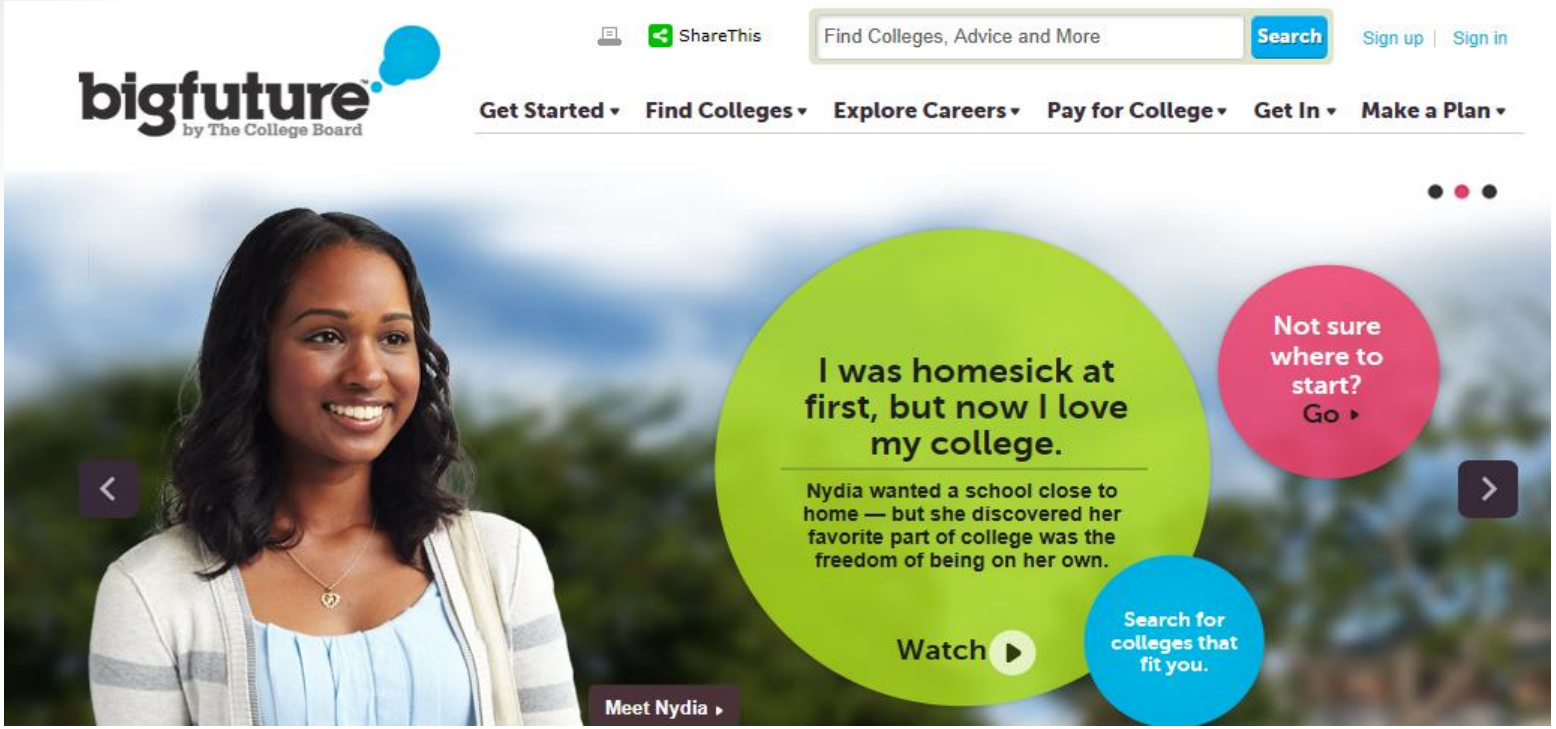
Benefits of Taking a CCRA

- Showcases college and career readiness.
- Keeps pace with what colleges are looking for today — measuring the skills required for success in the 21st century.
- May help students — and may help pay for — the right college or career & technical training program.

College Vendor Links for Students and Parents

http://www.act.org/path/parent/

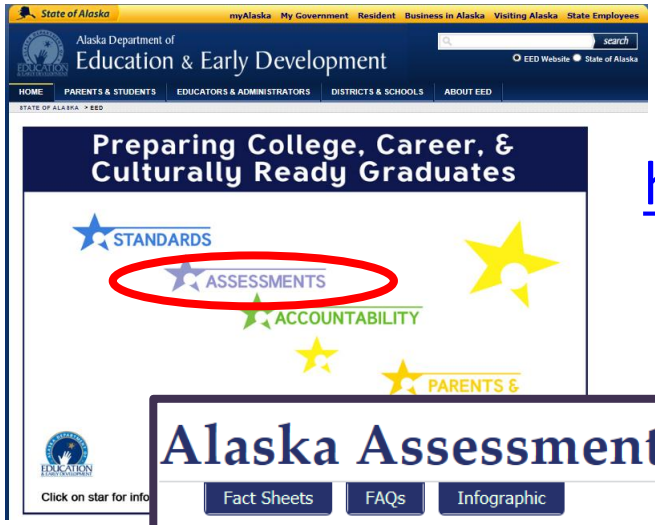
http://www.act.org/path/parent/tests/workkeys.html

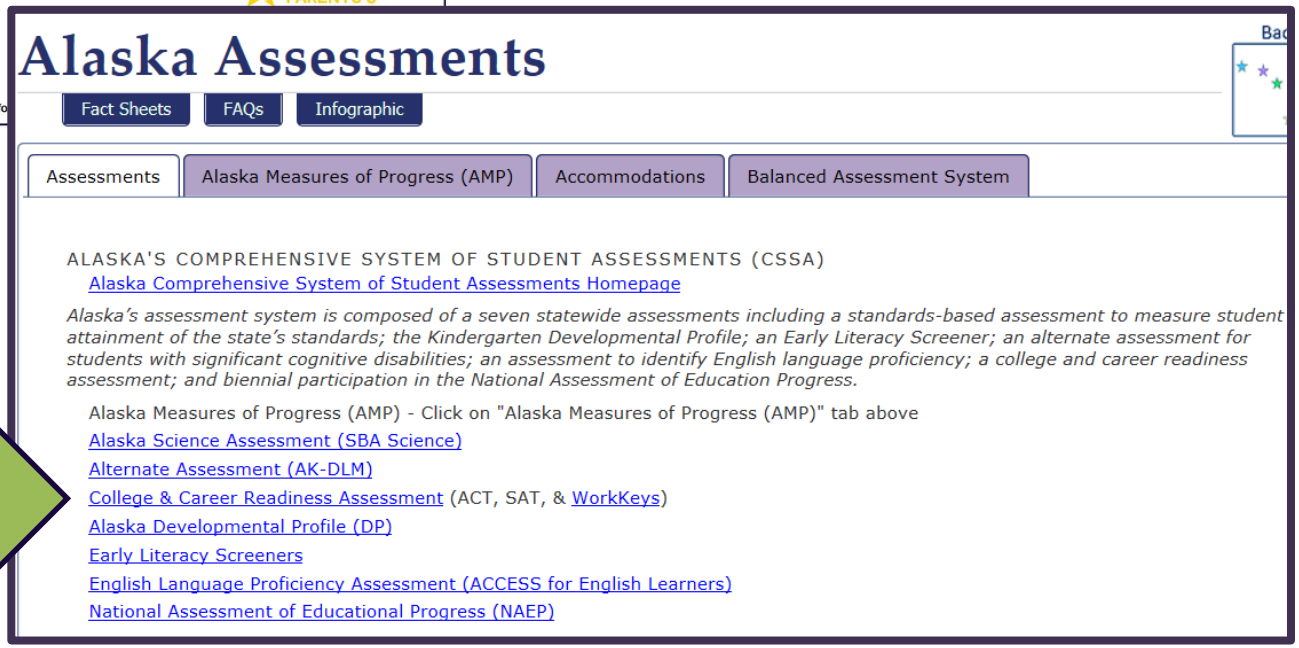


https://bigfuture.collegeboard.org/get-started/for-parents

EED Website

http://education.alaska.gov/





Alaska Assessments - College & Career Readiness Assessments (CCRA)

House Bill 278, Alaska's Education Opportunity Act, was signed into law and became effective on July 1, 2014. The law requires all grade 11 students in Alaska to take a college or career readiness assessment; these assessments are defined as WorkKeys, ACT, and SAT. Students have the option to take either the career-readiness assessment (WorkKeys) or a college-readiness assessment (ACT or SAT).

- Proposed Regulations and Tentative CCRA Dates - pdf
- CCRA Letter to Families - pdf
- CCRA Overview PowerPoint - pptx
- CCRA Overview - pdf
- WorkKeys/ACT/SAT Comparison - pdf
- Frequently Asked Questions - pdf

WorkKeys ®

ACT WorkKeys Alaska Website

GENERAL INFORMATION

- ACT WorkKeys® (Test Contractor)
- WorkKeys Frequently Asked Questions
- Core Assessments for Certification - pdf

WORKKEYS TEST COORDINATOR RESOURCES

- Alaska Supplement for WorkKeys Assessment - pdf
- Calculator Guidelines
- Mathematics Formula Sheet
- Test Security Agreements
- WorkKeys Administrator Training

PARENT & STUDENT RESOURCES

How Do I...

EDUCATORS

» Become certified?
» Find a teaching job?
» Find classes for recertification?
» Get a copy of my transcripts?

ADMINISTRATORS

» Find early learning guidelines?
» Contact the department?
» Apply for grants?
» Contact the Alaska Board of Education?

Share your feedback!

Please share if this tool was helpful for your district's redesign of the evaluation system and support. Provide any suggestion or changes made that might be helpful for other districts for future use. For general comments or questions an e-mail can be sent to eed.edeval@alaska.gov.

Vendor Contact Information

WorkKeys Internet

- 800.967.5539 M-F 4:00am-4:00pm
- Saturday 5:00am-11:00pm
- WorkKeys@act.org

ACT/WorkKeys Paper/Pencil

- 800.553.6244 ext.2800 M-F 4:00am-2:00pm

SAT Dedicated Line

- 855-769-3122
  Alaskaschoolday@collegeboard.org
  – Denise Zaveleta

All times noted in Alaska Standard Time

Contact Information

EED DTC Liaison, Leyla Goudie: leyla.goudie@alaska.gov

EED Assessments Administrator, Elizabeth Davis: elizabeth.davis@alaska.gov